

Appendix 1: Survey Questionnaire

Objective KPA 1: Establish integrated institutional capacity within the national sphere to enable the effective implementation of disaster risk management policy and legislation.

Responsibility: Programme initiation and Disaster Risk Management awareness creation:

1. All relevant stakeholders (political, management and community) understand and support the need to establish a Disaster Risk Management Programme in their specific area of responsibility.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Define and communicate common vision for Disaster Risk Management in specific sphere of influence.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Define and communicate basic principles for Disaster Risk Management to stakeholders.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Assist stakeholders in defining a strategy, objectives, policies and critical success factors in support of the common vision.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Introduce the Act, framework and other requirements to stakeholders.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Compile and sell business realisation benefits of DRM.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Brief relevant stakeholders of the need to develop a programme for the implementation of the Disaster Risk Management framework.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

2. Develop and implement a Disaster Risk Management awareness programme to promote a culture of risk avoidance among all stakeholders in the area of responsibility (i.e. in the relevant sphere of government, geographical area and related hazard(s)).

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Develop an awareness programme: * Identify awareness messages; * Identify target audiences; and * Identify vehicles for creating awareness.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Assist stakeholders to clearly articulate risk prevention and avoidance behaviour.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Help communities to discover and list the benefits of DRM programmes.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Formulation of Policy and legislation

3. Reference groups and other resources are utilised in the formulation of new or revised Disaster Risk Management related legislation, policies, regulations or guidelines.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Establish and manage an advisory forum that allows for feedback from stakeholders on their need for legislation, policies, regulations and guidelines.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Formulate feedback from stakeholders in legislation, policies, regulations and guidelines.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Formulate policy and procedure governing DRM activities.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Obtain approval for changes in legislation, policies, regulations and guidelines.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Implementation of Policy and legislation

4. Build the capacity of key stake holders to implement approved Disaster Risk Management related legislation, policies, regulations or guidelines.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Develop processes, systems, manuals and guidelines that assist stakeholders to implement the Act in their sphere of influence	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Facilitate workgroups aimed at the implementation of legislation.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Implement policies and procedures in own sphere of influence.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Monitor and evaluate the progress of implementation of DRM legislation.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Objective KPA 2: Establish a uniform approach to assessing and monitoring disaster risks that will inform disaster risk management planning and disaster risk reduction undertaken by organs of state and other role players.

Objective KPA 3: Ensure all disaster risk management stakeholders develop and implement integrated disaster risk management plans and risk reduction programmes in accordance with approved frameworks.

Responsibility: Risk Assessment

5. Identify, prioritise, update and report – in accordance with national standards, methodology and guidelines – the risks, events and environmental surroundings that can adversely affect communities and its facilities with disruption and /or the damage such events can cause.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Identify credible risk assessment information sources.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify risk assessment expertise required within a community.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Assist stakeholders to identify hazards / vulnerabilities / threats / exposures / critical facilities etc. pertaining to a specific community.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Facilitate the gathering of information on identified hazards from all sources and ensure stakeholders have the capacity to analyse risk and vulnerability.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify potential risks and compile formal risk analysis profiles and reports.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Determine acceptable risk levels.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Compile an integrated disaster risk management plan.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Integrate disaster risk assessments into development plans.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Assist stakeholders to adhere to (national) standards, methodology and guidelines for risk assessment.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Risk Reduction

6. Proactively prevent and reduce risk and vulnerability. Mitigate disaster severity. Ensure emergency preparedness and the controls needed to prevent or minimise the effects of potential loss.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Stakeholders understand the function of determining probabilities and are able to relate it to risk reduction and mitigation action steps.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify and develop possible risk reduction strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Implement risk reduction strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Evaluate effectiveness of risk reduction strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Conduct a cost benefit analysis of risk reduction strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Objective KPA 4: Ensure effective and appropriate disaster response and recovery by:

- implementing a uniform approach to the dissemination of early warnings
- averting or reducing the potential impact in respect of personal injury, health, loss of life, property, infrastructure, environments and government services
- implementing immediate integrated and appropriate response and relief measures when significant events or disasters occur or are threatening to occur
- implementing all rehabilitation and reconstruction strategies following a disaster in an integrated and developmental manner.

Responsibility: Response operations

7. Develop procedures for responding to and stabilising the situation following a specific incident or event.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Identify type of emergency and the responses needed.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop, communicate and implement early warning strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop specific response plan.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify the command and control requirements necessary to manage the emergency.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify standby and volunteer resources in recovery operations.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Plan, define and obtain approval for relief provision.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Disaster operations

8. Develop, implement, coordinate and monitor Disaster Risk Management programmes, plans, processes and activities within the area of responsibility in compliance with applicable policies, procedures, statutes or regulations and within time and urgency limitations.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Implement the plan by co-coordinating emergency preparations, response, and recovery, resumption, and restoration procedures within public authorities.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

not responsible to:		Apply and operate control and command procedures.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Maintain control over the disaster to prevent escalation thereof.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Conduct multi-disciplinary disaster operations.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Coordinate the activities of volunteers, standby resources and DRM staff in response operations.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Provide and manage relief.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Recovery strategies

9. Select and develop alternative recovery strategies for recovery within the recovery time objective, while maintaining critical functions.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Define recovery objectives and timeframes, including recovery times, expected losses and priorities.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify viable recovery strategies within identified risk areas.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Plan and consolidate selected recovery strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Present strategies to management to obtain approval and	I need coaching to enable me to perform this activity	

sometimes responsible to:		commitment.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify off-site storage requirements and alternative facilities.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop and test command and control procedures to define roles, authority and communications processes for managing an emergency.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop and test integrated emergency procedures where none exist.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop disaster recovery plan.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Rehabilitation and reconstruction strategies / activities

10. Ensure the rehabilitation of lives and livelihoods, services, infrastructure and the natural environment after a disaster.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Ensure that proper rehabilitation strategies are planned by stakeholders.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish post-disaster project teams for rehabilitation and reconstruction of lives and livelihoods, services, infrastructure and the natural environment.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Implement rehabilitation and reconstruction measures consistently ensuring a developmental focus.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Evaluate and monitor progress on rehabilitation strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	

primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop, co-ordinate, evaluate and execute plans to provide trauma counselling for effected individuals.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop and submit progress reports to the NDMC/PDMC/DMDMC (at regular/pre-determined intervals).	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Disaster impact analysis and scenario planning

11. Identify, analyse and report the impacts that result from disruptions. Develop and report scenarios that describe how a disaster affect or can affect the community.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Define disruptions or disaster scenarios.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify and define priority / criticality criteria for specific scenarios.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify and apply techniques to quantify and qualify impact of events and coordinate and conduct the impact analysis.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify interdependencies for a specific scenario.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Prepare and present impact analysis and report.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Objective Enabler 1: Guide the development of a comprehensive information management and communication system and establish integrated communication links with all disaster risk management role players.

Responsibility: Information Management

12. Develop, establish and maintain a comprehensive Disaster Risk Management information management system (IMS).

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Develop, establish and maintain a comprehensive DRM information management system.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Design, develop, implement and maintain system auditing plans and strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Provide recommendations and take steps to address changes to systems to accommodate changes in activities and processes.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Provide consultation, guidance and assistance to management and systems users to ensure that information is captured and reviewed.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Administer DRM Software applications.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Information Management

13. Provide system support and guidance to Disaster Risk Management stakeholders, management personnel, and users.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Support disaster risk management software applications on a 24 hour basis.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Execute system related disaster risk management plans when	I need coaching to enable me to perform this activity	

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
sometimes responsible to:		necessary.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Participate in local and regional disaster risk management planning groups and exercises.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Continuously train and educate users on effective system use and data management.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Keep abreast and maintains advanced knowledge of current system developments.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Inform disaster risk management planning processes.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Respond to a disaster and manage information during a disaster and in disaster project teams.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Record and track real time information during a disaster.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Maintain an organisational DRM website.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop, manage and administrate GIS capacity to facilitate risk assessment and risk reduction activities.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop, establish and manage a telecommunication system.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Facilitate information exchange between role players.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Facilitate timeous disseminating of early warning, public awareness and preparedness information.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Objective Enabler 2: Promote a culture of risk avoidance among stakeholders by capacitating role players through integrated education, training and public awareness programmes informed by scientific research.

Responsibility: Capacity building

14. Ensure capability to deal with disasters. The knowledge, abilities, skills and behaviour of individuals are strengthened to deal with disasters. Institutional structures and processes are improved such that organisation(s) can efficiently meet their Disaster Risk Management mission and goals in a sustainable way.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Promote the recruitment, training and capacity building of volunteers and other role players to participate in combating disasters.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Recruit volunteers / specialists.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Train volunteers / specialists according to set training schedule.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Monitor volunteer / specialist / staff training progress and preparedness.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish and maintain formal community DRM structures and channels.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish and maintain a support / emergency / volunteer / specialist database.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Exercising

15. Frequently test Disaster Risk Management practices under simulated and controlled conditions. Exercise DRM skills; evaluate the effectiveness of strategies and improved processes.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Promote and develop exercise programmes.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop exercises for DRM resources.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Conduct exercises.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Evaluate exercise outcomes and determine areas for improvement.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Provide feedback of exercise outcomes to involved stakeholders and make recommendations for improvement.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Implement suggested improvements.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Update risk prevention and response procedures with lessons learned from exercises.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Objective Enabler 3: Establish mechanisms for the funding of disaster risk management in South Africa.

Responsibility: Financial management

16. Obtain approval for financial requirements to meet intended Disaster Risk Management objectives and manage expenditure.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Compile and obtain approval for operational and capital budgets.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Manage and monitor expenditure against budget.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Comply with financial policies, procedures and acts.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Obtain and manage relief funds.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Coordinate disbursement of funds.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Determine additional financial requirements for projects or other ad hoc strategies.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Evaluate and approve financial investment decisions.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Crosscutting Responsibilities/competencies and Tasks/activities

Responsibility: Stakeholder Management

17. Obtain/identify, monitor and review Stakeholder (political, management and community) feedback and reaction (buy-in and support) and their needs and priorities at agreed intervals for achievement of the objectives of the Framework for Disaster Risk Management in order to identify and implement weaknesses, gaps and opportunities for service delivery improvement.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Identify / define important stakeholders and their interests.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Maintain stakeholder database to support stakeholder communication.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify stakeholder needs and responsibility towards stakeholders whether ethical, economic, philanthropically or legal.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish and maintain stakeholder communication channels.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Continuously communicate with stakeholders.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Ensure that correct protocol is followed at all times.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Media and public relations

18. Develop, co-ordinate, evaluate and exercise/implement plans to handle the media and public during crisis situations. Keep all stakeholders informed on an as-needed basis.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Develop public relations programmes.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish necessary crisis co-ordination and communicating channels with external agencies and stakeholder groups.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish and test media handling plans for the organisation and its business units.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Appoint and authorise a media spokesperson.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Act as a media spokesperson.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Ensure that correct protocol is followed.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Write or release speeches and press releases.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Programme/Project Management

19. Apply project management principles to obtain desired results within agreed time, specifications and budget limits.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Compile project scope.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Present (sell) the project to stakeholders and keep them informed of project progress.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Obtain official approval and funding for project.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop project plan and budget.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Negotiate and confirm project resources.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop project risk and quality plan.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Execute project plan.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Monitor and control project progress.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Ensure project administration and system maintenance.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Research

20. Conduct research to inform risk assessment processes; to predict or predetermine possible disaster events; and to develop possible prevention and risk reduction strategies of potential disasters.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Develop / define research objectives.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify and develop the topics related to DRM to be researched.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Initiate and commission research projects.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Gather and collate information or data.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Evaluate and extract information required.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Compile and submit research findings report consisting of findings and proposals.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Provide supporting documents for proposals approval.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Human Resource Management

21. Ensure that competent people are available in the jobs required to fulfil the Disaster Risk Management mandate and employment equity goals of the organisation (across its organisational and support structures).

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Ensure optimal functional organisation structure.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify human resource requirements and staff organisational structures with competent staff.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify functional training requirements for different categories of staff.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop and decide on training methodology.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Develop and conduct internal training.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Identify external training opportunities.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Maintain a training schedule for staff.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish and manage a performance management system.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Manage staff.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
primarily responsible to:			I am able to perform this activity	
not responsible to:			I need coaching to enable me to perform this activity	
sometimes responsible to:		Lead staff to accept new / adjusted vision, direction, processes, etc.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Committees, meetings and forums

22. Conduct, attend and participate in meetings, forums and committees at different levels to ensure the implementation and operation of Disaster Risk Management.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:			I need coaching to enable me to perform this activity	
sometimes responsible to:		Establish and institutionalise relevant committees, forums and meetings.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:			I need coaching to enable me to perform this activity	
sometimes responsible to:		Development and implementation of terms of reference for institutions.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:			I need coaching to enable me to perform this activity	
sometimes responsible to:		Conduct and participate in professional committees, meetings and forums according to protocol and standards.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:			I need coaching to enable me to perform this activity	
sometimes responsible to:		Administrate meetings, forums and committees.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Reporting

23. Develop, establish and maintain reporting tools, mechanisms, processes and reports to report progress / status feedback to identified stakeholders regarding any disaster risk management related activity.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Develop effective reporting tools or mechanisms to effectively report to any level of stakeholder.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Compile and disseminate formal reports consisting of facts, statistics, trends, research, etc.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Present reports to target audiences.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Publish reports as part of articles in journals to contribute to international research.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Maintain disaster documentation as learning for the future and generated Disaster Risk Prevention wisdom.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Procurement and Contract Management

24. Procure and manage external resources / professional services / products to assist in the execution of allocated work.

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Scope and determine procurement process planning.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Prepare documentation for procurement.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Apply the source selection process. This process includes the bidding process, bidding briefing, receipt, opening, evaluation and selection of bids.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Manage external service or supply contracts to ensure that objectives are achieved.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	

Responsibility: Disaster Management Centre Management

25. Ensure compliance to the entire Act to achieve the Act's intended objectives as prescribed within the area of responsibility (whether on national, provincial, municipal or local level).

Please read each of the activities listed in the table below and indicate your level of responsibility for the specific activity. Also indicate your training need regarding the specific activity.

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
not responsible to:		Specialise in issues concerning disaster risk management.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Monitor whether organs of state comply with the Act and framework.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Monitor post disaster recovery and rehabilitation.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Act as repository of and conduit for information regarding disasters, DRM and impending disasters.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Act as an advisory and consultative body on DRM issues.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Make recommendations regarding funding of DRM initiatives and facilitate effort to avail funding.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Make recommendations on legislation issues.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Promote capacity building, recruitment training and participation of all role players.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Promote research into all aspects of DRM.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	

I am	<input checked="" type="checkbox"/>	Task(s)/Activities	Performance ability	<input checked="" type="checkbox"/>
primarily responsible to:			I am able to perform this activity	
not responsible to:			I need coaching to enable me to perform this activity	
sometimes responsible to:		Assist in the implementation of legislation.	I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Liaise and coordinate its activities with higher and lower levels.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Promote an integrated and coordinated approach to DRM with emphasis on prevention and mitigation.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Provide guidelines on all matters pertaining to DRM to role players, stakeholders, media, municipalities, organs of state, volunteers, private sector, training agencies, etc.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish and coordinate satellite units to cope with and coordinate response to any unforeseen happening on a 24 hour basis.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Conduct multi disciplinary disaster operations.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Ensure a comprehensive disaster plan to meet any disaster.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	
not responsible to:		Establish partnerships with multi sectoral role players in accordance with the requirements of the IDP and any other relevant legislation.	I need coaching to enable me to perform this activity	
sometimes responsible to:			I need training to enable me to perform this activity	
primarily responsible to:			I am able to perform this activity	